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ABSTRACT

A catalog coded list is presented of all Community Action Training Institute materials, along with a brief description and a price list. Included are 28 training handbooks, booklets, and brochures; a collection of monographs and essays on community participation; training packages (syllabuses, curriculums, schedules) covering Community Action Program (CAP) administrators and staff, CAP neighborhood workers, consumer education, Spanish speaking leadership, and eight other categories; 26 short case studies; discussion materials or "Stimulators" (13 items); and seven miscellaneous items on welfare, personnel recruitment, and other topics. Instructions are given for filling out the order blank. (LY)

ED038607

1970

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OFFICE OF EDUCATION

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ATERIALS & UBLICATIONS

new jersey



COMMUNITY ACTION TRAINING INSTITUTE

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HEAD 8179

The New Jersey Community Action Training Institute (CATI) has been in existence since 1965. Under a regional grant from the Office of Economic Opportunity (OEO), CATI is responsible for the development and delivery of training for a selected number of community action agencies throughout New Jersey and New York. CATI also provides training and technical assistance to OEO regions across the country with funds from a second, national grant. Training is also developed for other agencies on an individual contract basis.

In addition to providing training, the Institute has, since its inception, made an extensive effort toward helping to fill the gap which exists in available, useful written materials designed expressly for workers in the war against poverty and related programs.

The following pages provide a listing of all CATI materials along with a brief description and a price listing. The catalogue code used to identify the materials is shown in the table of contents. Please use the code and the number when filling out the order blank which appears on the last page of this catalogue.

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TRAINING HANDBOOKS, BOOKLETS, & BROCHURES

(Series #100)

CATALOGUE
NUMBER

101

ABOUT "BLOCK CLUBS" - How citizens can
organize for action, 15 pages
illustrated.

15¢ per copy

102

CAP/SCHOOL SEMINAR PAPERS - Booklet
containing two papers: "A Model
Program for Educationally Deprived
Children" by John Henry Martin and
"The School and the Community" by
Preston R. Wilcox, 20 pages illus-
trated.

75¢ per copy

103

CHANGE COMES TO TRENTON SCHOOLS -
This case study serves as a training
instrument for community groups who
want to change the School system in
their community, 20 pages illus-
trated.

1 to 99 copies 50¢ per copy
100 and over 40¢ per copy

104

COMMUNITY ACTION TRAINING: A HANDBOOK
FOR TRAINERS - A guide and resource
book for effective training in anti-
poverty programs; contains detailed in-
formation and examples on assessing
needs, setting objectives, planning,
and carrying out training and evaluation,
36 pages illustrated.

\$1.50 per copy

105

(THE) CATI NEWS-MAN - A handbook in news-
paper form which serves as a guide on how
to produce a community newspaper, 10 pages
illustrated.

25¢ per copy

TRAINING BOOKLETS: Con'd.

CATALOGUE
NUMBER

HOW TO CONDUCT A COMMUNITY ACTION MEETING TRAINING KIT - Includes (a) illustrated brochure on how to conduct a meeting, (b) fact test for trainees, (c) discussion stimulator, (d) guide on how to prepare by-laws, (e) guide on how to prepare an agenda, (f) checklist of things to be done in preparation, (g) 7-hour sample training program, and training sessions, 10 pages plus brochure.

106E ENGLISH EDITION (KIT) - 20 pages
illustrated plus brochure.

75¢ per copy

106S SPANISH EDITION (KIT) - 20 pages
illustrated plus brochure.

75¢ per copy

HOW TO CONDUCT A COMMUNITY ACTION MEETING BROCHURE - An illustrated guide and poster showing how to conduct a community action meeting.

107E ENGLISH EDITION (BROCHURE) -
illustrated poster.

25¢ per copy

107S SPANISH EDITION (BROCHURE) -
illustrated poster.

25¢ per copy

108 HOW TO HUSTLE A JOB (BROCHURE) -
Contains ideas on how to obtain or apply for a job: (a) where to look for a job, (b) how to case the company, (c) how to keep the job, (d) the interview, (e) how to hustle a better job, and (f) how to get funds (money) to get started.

TRAINING BOOKLETS: Con'd

1 to 99 copies 25¢ per copy
100 and more 20¢ per copy

CATALOGUE
NUMBER

109

IT'S YOUR NEIGHBORHOOD (BROCHURE) - How to make your community a better place to raise your family, 15 pages illustrated.

15¢ per copy

110

NEW CAREERS IN ACTION - A collection of reprints of articles by CATI staff dealing with new careers training programs for relocation aides in Jersey City and New York, welfare and code enforcement aides in Paterson, New Jersey and adult education aides in New Jersey ghettos, 24 pages.

60¢ per copy

NEW JERSEY TENANT ACTION HANDBOOK - A guide to help poor people organize to correct critical housing problems in New Jersey.

111E

ENGLISH EDITION - 17 pages illustrated.

\$1.00 per copy

111S

SPANISH EDITION - 32 pages illustrated.

75¢ per copy

112

ORGANIZING CREDIT UNIONS - Intended for use both as a material for the training of credit union personnel and community organizers and as a working manual for helping groups, particularly neighborhood groups, to organize and manage a credit union, 26 pages illustrated.

75¢ per copy

TRAINING BOOKLETS: Con'd

CATALOGUE
NUMBER

113

RACISM IN SCHOOLS: A RESPONSE UTILIZING LABORATORY TRAINING - A report on the development, implementation and evaluation of a sensitivity training program conducted by CATI for a New Jersey school system, 30 pages.

50¢ per copy

114

SO WHO NEEDS MONEY TO FIGHT POVERTY? - A Collection of low-cost, no-cost anti-poverty programs; includes a "develop-your-own-low-cost" program worksheet, 48 pages, illustrated.

25¢ per copy

115

TAPES FOR COMMUNITY ACTION - Suggestions on how local CAPs can make creative use of tape recordings, in variety of programs.

75¢ per copy

116

(THE) TRAINING PROCESS (BROCHURE) - Designed to provide an introduction to the purpose and working rationale of the Institute's approach to training.

1 to 24 copies

20¢ per copy

25 and over

15¢ per copy

USE A SURVEY TO FIGHT POVERTY - A guide to re-development and use of action surveys to solve specific poverty problems; includes sample surveys.

117E

ENGLISH EDITION - 40 pages illustrated.

\$1.25 per copy

117S

SPANISH EDITION - 36 pages illustrated.

75¢ per copy

TRAINING BOOKLETS: Con'd

CATALOGUE
NUMBER

"YA ES TIEMPO" SERIES - In 1968 the New Jersey Community Action Training Institute produced a series of five half-hour television programs which were aired over Channel 47 in Newark. The shows were produced in Spanish and directed toward the Spanish-speaking population of New York City and northern New Jersey. The aim of the programs was to promote community action and community organization by depicting five of the most common community problems -- housing, employment, education, consumer fraud and leadership formation.

The following materials (118a--118e) represent a set of five training booklets produced in conjunction with the programs. Each booklet includes situations (or problems) commonly encountered in the community, and how they are acted upon or solved by the people involved.

-- Available with 16 mm films of each of the five programs and a documentary which includes segments of all five television shows with an English narrative. Write for details on renting the films.

118a

- a. A SABE USTED COMPARA (CONSUMER EDUCATION) Includes: (a) consumer problems are presented and discussed, (b) how the group tries to interest others, and (c) the group begins to plan a meeting about their consumer problems, 16 pages illustrated.

15¢ per copy

118b

- b. SU CASA Y USTED (HOUSING PROBLEMS) Includes: (a) an incident occurs which makes all present aware of the seriousness of their housing problems, (b) a group of men who were at the party are at their club. They begin to discuss what happened, (c) one of

TRAINING BOOKLETS: Con'd

CATALOGUE
NUMBER

the men tries to have a meeting with no plan, and (d) the men who decided to form a club now meet with a local neighborhood worker to plan what they can and should do, 16 pages, illustrated.

15¢ per copy

118c

- c. PROBLEMS DE EMPLEO (EMPLOYMENT PROBLEMS) Includes: (a) the scene is a factory. A man is fired and comes to tell his friends who are taking a break, (b) methods of recruiting others are demonstrated, and (c) the program terminates as the training session continues, 16 pages illustrated.

15¢ per copy

118d

- d. CRISIS EN EDUCATION (EDUCATION PROBLEMS) Includes: (a) three students accompanied by their parents have interviews with a teacher concerning their problems with school, (b) many people with similar problems get together, and (c) they plan to act and not just to talk, 16 pages illustrated.

15¢ per copy

118e

- e. FORMACION DE UN LIDER (FORMATION OF A LEADER) Includes: (a) presentation of a new leader, (b) he learns about a leadership development course, (c) a training session is introduced, and (d) he conducts his first meeting as president of the block club, 16 pages illustrated.

15¢ per copy

TRAINING BOOKLETS: Con'd

CATALOGUE
NUMBER

119

WRITE TO YOUR CONGRESSMAN - A guide showing citizens how to write letters to their congressman. (developed, produced, and printed with non-federal funds. The Institute will pass requests for copies and payment to the printer

5¢ per copy

CITIZEN PARTICIPATION

A CASE BOOK IN DEMOCRACY

Edited by: Edgar S. Cahn and
Barry A. Passett

This collection of monographs and essays is designed to stimulate thinking at the community level about participatory aspects of American democracy.

"Citizen Participation -- A Case Book in Democracy" presents the works of 18 individual authors, each telling the stories of participatory democracy. Some tell of its failure, some of its success. Some of its willful sabotage and others of its devoted followers. But all of the authors describe an effort at achieving the ideal.

The end result is to portray to the reader the scope and magnitude of areas in which citizen participation can and has been utilized as a tool for developing a more "people" oriented society.

The following paragraph, taken from the introduction of "Citizen Participation" helps to relate the kind of thinking and cross-sampling of attitudes and viewpoints which went into the writing of this book.

"Citizen Participation does not foster halfhearted supporters. Many who have played a role in its growth have foregone the neutrality of observers for a partisan's satisfaction. Others, having lived in the crossfire of criticism and controversy have become ardent opponents of what they see as the false reasoning and unrealistic expectations of citizen participation. Such varying viewpoints are of necessity reflected in the pages which follow."

CITIZEN PARTICIPATION: Con'd

CONTENT:

PART I: MAXIMUM FEASIBLE PARTICIPATION

Edgar S. Cahn
Jean C. Cahn

PART II: SPECIFIC ISSUES IN RESIDENT PARTICIPATION -- CASE STUDIES AND MONOGRAPHS

-- Economic Development -- The SWAFCA Co-op

Stanley Zimmerman

-- Community Organization -- Participation on the Block

David Borden

-- CAP -- Participation in 20 Cities

The Brandeis University
Study

-- Chambers of Commerce -- Participation and the Establishment

Ivan Elmer

-- Schools -- A Washington Case

Gail Saliterman

-- Manpower -- T.W.O. and The Blackstone Rangers

Jerome Bernstein

-- Health -- Health Care and Poor People

Wendy Goepel Brooks

-- Highways -- The Bulldozer and the 1968 Hearings

Jean Nicholson

CITIZEN PARTICIPATION: Con'd

-- Model Cities -- The HUD Regulations

-- Model Cities -- Dayton Plays the Game

Ginger Rosenberg

-- Mass Media -- It's About Time!

Patricia Wood

PART III: GENERAL CONCERNS REGARDING
CITIZEN PARTICIPATION MONO-
GRAPHS

-- Which Citizens to Participate in What?

Irving Lazar

-- CAP and the Democratic Process

Christopher Breiseth

-- Politics and Professionalism

Frances Fox Piven

-- Federal Standards and Regulations

Daniel Fox

-- Eight Rungs on the Ladder

Sherry R. Arnstein

SOLD @ \$1.95 PER COPY (this includes book mailing rate for 1 copy. Additional copies- postage will be charged).

Soft Cover Book, 365 pages, published by:
N.J. Community Action Training Institute

SEE ATTACHED ORDER FORM WHICH FOLLOWS
ON THE NEXT PAGE

NEW JERSEY COMMUNITY ACTION TRAINING INSTITUTE
P.O. Box 4078
TRENTON, NEW JERSEY 08610

CITIZEN PARTICIPATION:

A CASE BOOK IN DEMOCRACY

Please mail _____ copies of "Citizen Participation" to me
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\$ _____

Enclosed is a check for \$ _____

Please bill my company for \$ _____

Please send copies to:

Name _____ Title _____

Organization _____
Street _____
city _____ State _____ Zip Code _____

If billing is requested, please indicate special billing in-
structions (if any) below.

Would you like your name to be added to our mailing list?

yes ____ no ____

Signature _____

TRAINING PACKAGES

SYLLABI, CURRICULA, SCHEDULES

A training syllabus, a curriculum and a schedule are available for each of the following programs. The syllabus describes the background of the program: training objectives, training approach, program development process and the evaluation system. The curriculum is a narrative description of the training content and techniques employed. The schedule lists the item sequence of the program and the trainers conductivity of the program.

The training packages have been broken down into 14 major categories. The sections have been established according to the trainees who receive the training or according to the topic the training program involves.

<u>SECTION</u>	<u>TITLE OF SECTION</u>	<u>PAGE</u>
BD	CAP BOARDS OF DIRECTORS	11
AS	CAP ADMINISTRATORS AND STAFF	11-12
NW	CAP NEIGHBORHOOD WORKERS	12-13
CE	CONSUMER EDUCATION	13
E	*EDUCATION	14
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SC	SENIOR CITIZENS	15
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* "NEW CAREERS" projects are included in these categories.

Please use the form at the end of the catalogue to order training packages. Indicate the package you want by listing the catalogue number and the name of the program on the order form. The sections are distinguished by letter (s).

CATALOGUE
NUMBER

NAME OF TRAINING PROGRAM

CAP BOARD OF DIRECTORS

Section (BD)

A series of training seminars designed and conducted for local CAP Boards throughout New Jersey. Special syllabi and curricula were prepared to meet the needs of the agencies listed below:

BD 101	BURLINGTON COUNTY BOARD MEMBERS
BD 102	CAMDEN (City) COUNCIL ON ECONOMIC OPPORTUNITY
BD 103	MORRIS COUNTY BOARD OF TRUSTEES
BD 104	PASSAIC (City) CONFERENCE FOR ECONOMIC OPPORTUNITY
BD 105	SOUTHWEST CITIZENS ORGANIZATION FOR POVERTY ELIMINATION (SCOPE)
BD 106	UNITED COMMUNITY CORPORATION EXECUTIVE COMMITTEE
	SPANISH-SPEAKING CAP BOARD MEMBERS (See section (SS) on page 12)

CAP ADMINISTRATORS AND STAFF

Section (AS)

A series of programs designed to meet the specific needs of CAP staff were conducted for the following agencies:

AS 101	ATLANTIC HUMAN RESOURCES, INC.
AS 102	BAYONNE ECONOMIC OPPORTUNITY FOUNDATION
AS 103	BERGEN COUNTY COMMUNITY ACTION PROGRAM
AS 104	CAP PERSONAL DIRECTORS I & II

<u>CATALOGUE NUMBER</u>	<u>NAME OF TRAINING PROGRAM</u>
AS 105	JERSEY CITY CAN-DO I & II
AS 106	SCOPE MIGRANT PROGRAM
AS 107	MIGRANT PRE-VOCATION TRAINING FOR MIDDLE- SEX, MONMOUTH, ATLANTIC AND CAPE MAY COUNTIES
AS 108	CAP NEIGHBORHOOD COUNCIL SUPERVISORS
AS 109	NEW JERSEY-DELAWARE CAP MIDDLE MANAGERS
AS 110	NORTHWEST NEW JERSEY COMMUNITY ACTION PROGRAM
AS 111	PATERSON NEW CAREERS STAFF
AS 112	PATERSON TASK FORCE NEIGHBORHOOD COUNCIL SECRETARIES
AS 113	SOUTH BROOKLYN COMMUNITY CORPORATION ADMINISTRATIVE STAFF
AS 114	SOUTH BROOKLYN COMMUNITY CORPORATION SECRETARIAL STAFF
AS 115	SOUTH BROOKLYN COMMUNITY CORPORATION SUPERVISORY STAFF
AS 116	SOUTH BRONX COMMUNITY CORPORATION EX- ECUTIVE STAFF
AS 117	SOUTH JAMAICA COMMUNITY PROGRESS CENTER, INC.
AS 118	WILLIAMSBURG (WILL-ACT) STAFF

CAP NEIGHBORHOOD WORKERS

Section (NW)

Comprehensive training programs designed to serve the training needs of neighborhood center and other outreach staff working for agencies in the metropolitan New York - New Jersey- Delaware area:

<u>CATALOGUE NUMBER</u>	<u>NAME OF TRAINING PROGRAM</u>
NW 101	BURLINGTON COUNTY COMMUNITY ACTION TRAINING PROGRAM
NW 102	CAP NEIGHBORHOOD YOUTH CORE ENROLLEES
NW 103	COMMUNITY ACTION OF GREATER WILMINGTON
NW 104	ESSEX COUNTY YOUTH AND ECONOMIC REHABILITATION COMMISSION
NW 105	MONMOUTH COUNTY (MCAP) COMMUNITY ORGANIZERS REPRESENTATIVES AIDES
NW 106	MONMOUTH COUNTY COMMUNITY ORGANIZERS SPECIALISTS
NW 107	NEWARK AREA BOARDS COMMUNITY ORGANIZERS
NW 108	NEWARK UNITED COMMUNITY CORPORATION, COMMUNITY ORGANIZATION AIDES
NW 109	OPPORTUNITIES FOR BOOME, INC., COMMUNITY ORGANIZERS
NW 110	SOUTH BROOKLYN COMMUNITY CORPORATION BLOCKWORKERS AND EXPEDITORS
NW 111	SOUTH BROOKLYN COMMUNITY WORKERS AND ORGANIZERS
NW 112	SOUTH JAMAICA COMMUNITY PROGRESS CENTER
NW 113	SOUTHWEST REGIONAL (SCOPE) AND BURLINGTON COUNTY NEIGHBORHOOD ORGANIZERS (RURAL)
NW 114	WILLIAMSBURG WILL-ACT CENTERS
NW 115	a. CENTERS I & III
NW 116	b. CENTERS IV, V, & VI
NW 117	c. CENTERS II, & VII

CATALOGUE
NUMBER

NAME OF TRAINING PROGRAM

CONSUMER EDUCATION

Section (CE)

A series of programs designed to provide skills and the knowledge that anti-poverty workers need to deal with consumer fraud, consumer rights, and responsibilities:

CE 101 SOUTH BRONX COMMUNITY CORPORATION
 CONSUMER EDUCATION

CE 102 STATEWIDE CONSUMER ACTION PROGRAM
 I & II

EDUCATION

Section (E)

E 101 BERGEN COUNTY HEAD START

E 102 BROWNSVILLE EDUCATIONAL CONFERENCE

E 103 JERSEY CITY CAN-DO HEAD START PROGRAM
 AIDES

HOUSING

Section (H)

H 101 ATLANTIC HUMAN RESOURCES CODE ENFORCE-
 MENT AIDES

H 102 CAP HOUSING SPECIALISTS

H 103 *JERSEY CITY RELOCATION AIDES

H 104 *NEW YORK CITY RELOCATION AIDES

H 105 *PATERSON CODE ENFORCEMENT AIDES

*NEW CAREERS PROGRAMS

CATALOGUE
NUMBER

NAME OF TRAINING PROGRAM

MANPOWER

Section (M)

M 101	SOUTH BRONX CEP NEIGHBORHOOD YOUTH CORPS PROJECT COUNSELORS AND GROUP LEADERS (N.Y.C.)
M 102	NEW YORK CITY MANPOWER AND CAREER DEVELOPMENT AGENCY COUNSELING SUPERVISORS
M 103	NEW YORK CITY MANPOWER AND CAREER DEVELOPMENT AGENCY MANAGERIAL AND PERSONNEL GROWTH LABORATORY
M 104	MANPOWER MANAGEMENT SEMINAR SERIES FOR NEW YORK CITY NEIGHBORHOOD MANPOWER CENTER DIRECTORS
M 105	OPPORTUNITIES FOR BOOME, INC. COUNSELORS
M 106	SCHNECTADY COMMUNITY ACTION PROGRAM
M 107	SOUTH BRONX CEP FIELD WORKERS
M 108	SOUTH BRONX COUNSELORS
M 109	STATEWIDE COUNSELORS PROGRAM
M 110	STATEWIDE LEADERSHIP DEVELOPMENT PROGRAM
M 111	(THE) PROJECT SEED TRAINING PROGRAM

SENIOR CITIZENS

Section (SC)

SC 101	BERGEN CAP: GARFIELD SENIOR CITIZEN AIDES
SC 102	BERGEN CAP: ENGLEWOOD-HACKENSACK SENIOR CITIZEN AIDES
SC 103	MONMOUTH CAP SENIOR CITIZENS MOBILIZATION

CATALOGUE
NUMBER

NAME OF TRAINING PROGRAM

Section (SC): Con'd

SC 104	NEWARK GOLDEN AGE PLAN
SC 105	ORANGE OPPORTUNITY CORPORATION SENIOR CITIZEN CENTER STAFF
SC 106	PROJECT FIND AIDES (NATIONAL COUNCIL ON THE AGING)
SC 107	PROJECT FIND DIRECTORS (NATIONAL COUNCIL ON THE AGING)
SC 108	CAP SENIOR STAFF TRAINING PROGRAM

SPANISH-SPEAKING LEADERSHIP

Section (SS)

A series of training programs were designed and conducted in English and Spanish for CAP administrators, staff and board members serving Spanish-speaking people:

SS 101	SCHEMATIC OUTLINE OF YA ES TIEMPO SPANISH T.V. TRAINING PROGRAM
SS 102	PRELIMINARY EVALUATION OF THE SPANISH T.V. TRAINING PROGRAM
SS 103	NORTH HUDSON G.E.D. SPANISH INSTRUCTORS
SS 104	SAINT LUCY'S YOUTH ORGANIZATION TRAINING PROGRAM
SS 105	SPANISH-SPEAKING CAP BOARD MEMBERS
SS 106	SPANISH-SPEAKING CAP BOARD MEMBERS
SS 107	SPANISH-SPEAKING COMMUNITY DEVELOPERS, I, II & III
SS 108	YOUNG PUERTO RICAN CONFRONTATION COMMITTEE

CATALOGUE
NUMBER

NAME OF TRAINING PROGRAM

TRADE UNIONS

Section (TU)

TU 101 LABOR UNION AND CAP STAFF TRAINERS -
A program for trade unionists and
CAP staff as community trainers.

WELFARE

Section (W)

W 101 JERSEY CITY CAN-DO WELFARE AIDES I,
II & III

W 102 BRONX WELFARE RIGHTS NEGOTIATION
SKILLS

W 103 *PATERSON WELFARE AIDES

W 104 STATEWIDE PROGRAM FOR WELFARE AIDES,
I & II

W 105 STATEWIDE WELFARE RIGHTS PROGRAM

*NEW CAREERS PROGRAM

SPECIAL DEMONSTRATIONS AND PROGRAMS

Section (DP)

DP 101 A STUDY OF COMMUNITY REACTION TO WHITE
RACISM BY VIRTURE OF EXCLUSION AND
DISTORTION IN SYNDICATED NEWSPAPER
COMIC STRIPS

DP 102 CONFERENCE WORKSHOP ON THE USE OF COM-
MERICAL TELEVISION FOR TRAINING AND
COMMUNITY ORGANIZATION

DP 103 HAMILTON TOWNSHIP (AHR) COMMUNITY
DEVELOPMENT COMMITTEE VOLUNTEERS

CATALOGUE
NUMBER

NAME OF TRAINING PROGRAM

Section (DP): Con'd

DP 104	MODEL CITIES TASK FORCE - Training was provided to 12 members serving on Governor Hughes' Task Force on Model Cities.
DP 105	NEW JERSEY COMMUNITY ACTION TRAINING INSTITUTE IN-SERVICE PROGRAM FOR CATI STAFF
DP 106	STATEWIDE CONFERENCE FOR NEWSMEN AND COMMUNITY LEADERS
DP 107	TRAIN-THE-TRAINERS STAFF TRAINING PROGRAM

CATALOGUE
NUMBER

CASE STUDIES

Section (CS)

A case study presents a problem for trainees to solve. It is one of many training tools used by the New Jersey Community Action Training Institute in its skill-training programs for anti-poverty workers.

Each case study in this manual creates an imaginary situation involving actual problems that community action workers must handle. There may be many different ways of solving the problem. Trainees are asked to determine the best way of handling the problem by discussing and investigating all possible solutions. It is through this problem solving that skills are increased and training takes place.

The first copy of each case study is free. Additional copies can be purchased for 5¢ per page. The number of pages in each is shown below.

COMMUNITY ACTION PROGRAMS AND NEIGHBORHOOD CENTERS

- | | | |
|--------|---|---------|
| CS 200 | A CAMEL IS A HORSE DESIGNED BY A COMMITTEE - The wrong way to create a CAP education Committee | 6 pages |
| CS 201 | NEIGHBORHOOD AREA SERVICE CENTERS - Organizing neighborhood centers for a tri-county community action program | 5 pages |
| CS 202 | PROGRESS CITY - Organizing neighborhood centers for an urban community action program | 5 pages |
| CS 203 | NEIGHBORHOOD CENTERS AS A TOOL FOR COMMUNITY ACTION - Mobilizing the community to help solve problems | 3 pages |

CATALOGUE
NUMBER

Section (CS): Con'd

CS 204 THE EARLY AIDE MEETS SUCCESS - Neigh-
borhood center aides plan and schedule
a work day and a work week

4 pages

CONSUMER EDUCATION

CS 300 A CAR SWINDLE INVOLVING AN AUTO DEALER
& AND A FINANCE COMPANY - A two-part
CS 301 case study involving a reprint of a
story published in the newspaper of the
Consumers Education and Protective
Association of Philadelphia

2 pages

CS 302 THE HIGH COST OF MONEY - A widow finds
she can finance home repairs

EDUCATION

CS 400 URBAN CITY, NEW JERSEY - A CAP meets the
requirements of Title I of the Ele-
mentary and Secondary Education Act

4 pages

CS 401 PENNIES FROM HEAVEN - A CAP Policy Com-
mittee plans to use a \$20,000 gift for a
Head Start program

6 pages

CS 402 "CASOS COBRE EDUCATION" - Four case
studies in Spanish for Puerto Rican re-
sidents

2 pages

- a. A Puerto Rican Student arrives
- b. An adult cannot speak English
- c. Representation on the board of Edu-
cation
- d. The organization of the PTA

CATALOGUE
NUMBER

Section (CS): Con'd

CS 403 "ARE DOCTORS, NURSES AND DENTISTS NEEDED
IN HEAD START?" - A child enrolled in
Head Start

HOUSING

CS 500 A CAP BECOMES CONCERNED ABOUT MIGRANT
HOUSING

2 pages

CS 501 AN URBAN RENEWAL CITY PLANS A RELOCATION
PROJECT

2 pages

CS 502 A CITY'S SENIOR CITIZENS NEED HOUSING

2 pages

CS 503 A TOWN FACES UP TO CODE ENFORCEMENT

2 pages

CS 504 RURAL CITIZENS NEED BETTER HOUSING
FACILITIES

4 pages

CS 505 A CITY SOLVES ITS HOUSING PROBLEMS

2 pages

CS 506 A CITY SUPPLEMENTS ITS LOW-INCOME
HOUSING WITH A LEASED HOUSING PROGRAM

3 pages

CS 507 HOUSING, WELFARE AND A CAP'S INVOLVE-
MENT - Welfare mothers stage a sit-
in at a Housing Authority and a CAP
becomes involved

4 pages

MOBILIZING LOCAL RESOURCES

CS 600 RURAL COMMUNITY ACTION PROGRAM - The
resources of community organizations
can help a rural CAP continue its pro-
gram

5 pages

CATALOGUE
NUMBER

Section (CS): Con'd

SENIOR CITIZENS

CS 700 MORE THAN MEMORIES - A case study pack-
age on the needs of senior citizens

4 pages

- a. To Be Well Fed
- b. The Friends of Yesterday
- c. Is The Doctor A ENEMY?
- d. A Place To Call Home

CS 701 SENIOR CITIZENS AND PROJECT FIND - A
director gets project off to a good
start

6 pages

WELFARE

CS 800 "CAN THEY DO IT THEMSELVES?" - A CAP
Welfare Aide helps a group of welfare
mothers plan low-cost or no-cost
solutions to their problems

3 pages

CS 801 "CASE STUDY OF A WELFARE FAMILY" -
Referrals to the proper community
agencies is a problem-solving method
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